

HARRISON COUNTY PLAN COMMISSION
IMPROVEMENT LOCATION PERMIT APPLICATION

PROPERTY OWNERS NAME _____ PHONE _____
and
CURRENT ADDRESS _____ City, Zip _____

BUILDING CURRENTLY ON PROPERTY (circle one) Vacant/Single Family Dwelling/Modular/Mobile Home/
Garage/Storage Building/Commercial (State Release # _____)

DIRECTIONS TO PROPERTY _____

Name of person living on property _____ Relationship to owner _____

FILL IN REST OF APPLICATION THAT PERTAINS TO THE REASON FOR PERMIT:

REASON FOR PERMIT _____ BUILDING SIZE _____

COST/APPRAISED VALUE _____ NUMBER OF BEDROOMS _____

TYPE OF EXTERIOR _____ BASEMENT (circle) Yes/No Is it (circle): Finished/Unfinished

General Contractor _____ Electrician _____ Plumber _____
Phone _____ Phone _____ Phone _____

PERMIT CHECKLIST

- _____ copy of current Health Department Permit (septic for new home or 90 day for existing homes) # _____
- _____ copy of recorded contract or deed (Can get from recorders office).
- _____ copy of driveway permit (not required for additions or existing State Hwy)
- _____ copy of site plan. (see reverse side; need setbacks for front, sides, rear of property & driveway location)
- _____ copy of building plans (foundation & tie down plan for manufactured & Mobile Home). Year of MH _____
- _____ copy of town permit if location is within Corydon City Limits. Town Hall Permit# _____

Has a variance or special exception ever been applied for or approved for this property ___yes___no.

If yes please describe _____

I agree that, if granted a permit for the above described building at the location designated in the County of Harrison, I will observe and comply with all laws, ordinances, and regulations affecting the use of the land including the Zoning Ordinance and all Ordinances amendatory thereof and supplement thereof now in force in the County of Harrison and consent to inspection of the premises for which the permit is granted, during and upon completion of construction authorized. It is further agreed that upon a determination that the work performed under this permit does not comply with the approved site plan, I will take corrective action, including demolition if necessary, to insure the site improvements comply with all minimum setback requirements. If a Certificate of Occupancy is required the request must be made within 10 days after final inspection has been passed and before occupation of the dwelling.

SIGNATURE OF OWNER OR REPRESENTATIVE _____ Date _____

FOR OFFICE USE ONLY

Subject to all conditions stated above by the applicant and any conditions required by the Plan Commission staff,

Administrator/Planner _____ Date _____ Fee _____

Flood Plain Yes/No (Circle) Comments _____

Construction plans approved by _____ setbacks F _____ S _____ R _____

PARCEL ID TOWNSHIP _____ SECTION _____ TWP _____ RANGE _____ PARCEL _____

PIN_18 31 - - - - - . - - - - -

Project address _____

RECEIPT # _____ DATE _____ PERMIT# _____

SITE PLAN

THIS SITE PLAN CAN BE USED OR YOU MAY DRAW YOUR OWN.
ALL EXISTING AND PROPOSED BUILDINGS, DRIVEWAYS, SEPTIC TANKS/FIELDS,
EASEMENTS AND THE DISTANCES FROM PROPERTY LINES MUST BE SHOWN.
TYPICALLY ALL BUILDINGS MUST BE 50' FROM ALL RIGHT-OF-WAYS(65' FROM CENTER OF MOST COUNTY
ROADS) AND 25' FROM THE SIDE AND REAR LOT LINES.

LOT WIDTH _____

DISTANCE FROM REAR
LOT LINE _____ FT

HOUSE

FT _____ FT

DISTANCE FROM
SIDE LOT LINE

DISTANCE FROM CENTER
OF ROAD OR PROPERTY LINE
_____ FT

ROAD NAME _____

<Unregistered>

NOTICE

Information needed to receive a Building Permit!!!

It is the owners responsibility to furnish the following, if applicable.

Submittal of this information in no way guarantees that a permit will be issued.

- 1. Septic Permit - an updated permit is required from Health Department for a new or existing septic or if building a bedroom addition.**
Health Department 241 Atwood St, Suite 200. Phone 812-738-3237.
- 2. Driveway Permit – on new or updated.** *If off of county road, contact the County Engineer's Office 245 Atwood St, Suite 217. Phone 812-738-4600. If State Highway and is a new Driveway need to call. Phone 812-282-7493*
- 3. A copy of your recorded DEED or CONTRACT is required.**
*Can get a copy of your deed or contract from Records office
245 Atwood St, Suite 201. Phone 738-3788*
- 4. A Plot Plan .** *Need a drawing that shows front setbacks (from right of way) sides, and rear setbacks (from property line).*
- 5. If getting a NEW ADDRESS we need exact location of driveway from property lines.** *If applicable show location of the driveway across the road or give distance from neighboring driveways.*
- 6. For single family dwelling a detailed set of HOUSE PLAN'S is required that shows floor plan, footers and cross-section etc....**
(Plan Review Checklist on back) Can take up to three to five days to review, after we receive all information.
- 7. For Mobile Home or Modular, a Foundation Plan, a Tie Down Plan and the Model Year is required.***(You can get this from your dealer or if from individual a detailed drawing is required) It usually takes one to two days to review applications after we receive all information.*
- 8. A Town Permit is required if located in Corydon City Limits.**
*Need to contact Carolyn Hofelich at Town Hall 113 N Oak St. Phone 738-3958.
Works 9:00 to 4:00, Monday-Friday.*

PER COUNTY ORDINANCE Article 801.00